

## **Courthouse Procedures, Decorum, and Attire**

All courthouse visitors must pass through the security station and metal detectors. The carrying of guns and weapons of any kind onto the premises by visitors is expressly forbidden by law. During the security screening process the security personnel may require visitors to empty their pockets of and remove items such as coins, metal, jewelry, chains, which can set off the metal detector. Purses or bags will have to be placed on the conveyor belt for security review. Visitors should consider this process when deciding what to wear or carry into the courthouse with them.

Each person must go through the metal detector individually, which can be time-consuming. In addition, the elevators are usually quite full and busy. Because these two conditions may cause delay in getting to the courtroom itself, visitors should factor these conditions into planning their arrival time in court.

Because all of the courts in the courthouse consider very important and serious matters which may affect the lives of citizens for many years, it is a building in which visitors should conduct themselves in a somber and dignified manner. Visitors are expected to be quiet and calm in the hallways and the courtrooms at all times.

Courtroom attire for visitors should be no less than business casual. Generally speaking, no shorts, jeans, short skirts, low-cut blouses, sleeveless shirts, hats, or other inappropriate attire are allowed in the courtrooms. Food, beverages, or gum chewing is not permitted in the courthouse. Visitors should not engage in any distracting activities while sitting in the gallery of any courtroom.

All cell phones, pagers and other electronic devices need to be off while you are in the courtroom. Electronic devices must not be used for blogging, tweeting, taking photographs, or for audio or video recording. Devices that serve only as cameras or audio or video recorders are prohibited in the courthouse.

If visitors are noisy, boisterous, falling asleep, disruptive or making facial or other non-verbal gestures which are distracting, they will be removed from the courtroom by the bailiff.